

## **SUGGESTED APPROACH TO FIRE PREVENTION PLANNING 9051**

(No. 7 September, 1991)

### **PURPOSE**

**9051.1**

(No. 7 September, 1991)

The development of a Unit Ignition Management and Fire Prevention Plan requires the incorporation and consolidation of a wide range of fire prevention activities to meet the identified Unit goals. A Unit planning meeting is a valuable tool for obtaining a comprehensive, measurable, dynamic, and attainable fire prevention plan. It incorporates time-honored techniques that have been proven over the years:

- Teamwork
- Mind and Technology sharing
- Ownership by all members
- Buy-in to the identified actions and goals
- Problem identification and solving by group discussion

### **RECOMMENDED TEAM MEMBERS**

**9051.2**

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The recommended members of this planning effort are:

- Unit Chief
- Division Chiefs--Operations, Administration, and Camps
- Battalion Chief - Prevention
- Field Battalion Chiefs
- CFES Coordinator
- Training Officer
- VMP Coordinator
- Resource/Forest Manager

## **TIME FRAMES**

**9051.3**

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The Unit planning meeting should be conducted following the end of fire season and prior to the end of the calendar year. Closure of the current Fire Prevention planning cycle, collection and analysis of fire causes, and initial development of the upcoming Fire Prevention Plan should be done during this time.

## **SUGGESTED ROLES AND RESOURCES**

**9051.4**

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Preparation before the meeting is the key to achieving results. The team members should be prepared with resources, data, and suggested approaches for resolving significant ignition problems and for reducing the vulnerability of resources and structures to wildfire.

### **Unit Chief**

Chairs meeting, sets objectives, and provides local management policy and procedure direction.

### **Division Chief-Operations**

Provides insight into operational workload that may support or limit available resources and potential activities and assists in resolving resource needs between battalions and other activities (such as training, vehicle maintenance, etc.).

### **Division Chief Administration**

Provides advice relating to available funds and their fiscal or budgetary constraints.

### **Division Chief-Camps**

Provides operational advice relating to fire crews as a resource and assists in developing a schedule for crew involvement.

### **Battalion Chief-Field**

Reviews previous cycles activity, prepares suggested projects for the upcoming cycle, compiles a list of resources and time needed to accomplish suggested activities, and prepares a battalion resource calendar with training, vacation, and other limiting activities.

### **Battalion Chief-Prevention**

Prepares fire cause spot map(s), completes end-of-cycle requirements on CDF-20 and CDF-26, and identifies unit wide fire prevention needs.

### **CFES Coordinator**

Assists in evaluating impact of fire prevention activities on fire suppression needs.

### **VMP Coordinator**

Identifies existing and pending VMP projects for the upcoming year and identifies targeted areas recommended for burning.

**Training Officer**

Prepares a calendar of training activities and personnel scheduled.

**SPECIAL TREATMENT AREAS****9051.5**

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Risk Rating Areas (RRAs) may contain smaller geographical areas of significance that a unit may wish to predesignate as a special treatment area. This area may be unique in comparison to surrounding areas and requires a separate prescription either through public education, vegetation management, law enforcement, engineering activities, or even political treatment.

Special Treatment Areas should be identified and assigned a numerical value for integration into the Fire Prevention Plan and handled as a separate planning area. Where several Special Treatment Areas are present, they should be categorized based on three separate scores: the values at risk, risk of fire starts, and difficulty of control. Apply a rating of 1-3 to each category and total all three ratings. The highest score becomes the top priority Special Treatment Area. Lower scores may receive less emphasis, less resources, or will be addressed at a later time.

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